

## FINANCE COMMITTEE

### MINUTES

The Finance Committee of the City of Willmar met on Thursday July 18, 2019 in Conference Room No. 1 at the City Office Building.

Present:	Audrey Nelsen	.....	Chair
	Andrew Plowman	.....	Member
	Julie Asmus	.....	Member

Others present: Finance Director Okins.

#### Item No. 1      Call to Order

The meeting was called to order at 5:30 p.m.

#### Item No. 2      Public Comments

There were no Public comments.

#### Item No. 3      Recommended Action Items for the Council

#### Acknowledgement of Donations – Resolution

Staff presented the list of donations received in the second quarter. As required by State Statute, the City Council is required to accept all donations by adopting a Resolution. Pursuant to former Council action on March 7, 2016, a donation protocol was adopted which allows staff to promptly send a thank you letter and formally approve the donation.

The second quarter donations were from the Healthy Willmar Together Willmar BCBS totaling \$600.00 and were for the Bike Share Program.

It was then moved, seconded and passed to recommend that the Council pass the Resolution accepting the donations as stated.

#### Item No. 4      Discussion Items by the Committee

The committee discussed numerous items as follows; Cash and Investment Reports, Budgetary Amendment Process, Special Assessment Policy and the upcoming Meeting Schedule.

Additional information was requested from staff in regards to detailed Cash and Investments by Fund, Future Departmental and Capital Budget Amendments and Deferred Assessment status for a development in the northwest part of the City. Also reviewed was the Committee meeting Schedule.

There being no further business to come before the Committee, the meeting was adjourned at 1:10 PM by Chair Nelsen.

Respectfully submitted,

Steven B. Okins  
Finance Director